

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 5313 **TITLE:** MASTER COMBINATION INSPECTOR **GRADE:** S-22

DEFINITION:

Under general supervision, performs multidisciplinary inspections of commercial and residential structures involving the application of mechanical, electrical, gas, plumbing and building construction codes, ordinances and regulations, exercising considerable judgment and initiative; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

All inspector positions in the Office of Building Code Services are classified as Master Combination Inspectors. Incumbents then underfill the positions based on the number of trades in which they are certified. Incumbents classified as Master Combination Inspectors must possess nine certifications and are eligible to inspect both residential buildings and systems and non-structural elements of commercial buildings. Incumbents classified as Combination Inspectors inspect either residential or non-building/structural elements of commercial buildings, and possess the certifications required to perform those inspections. Incumbents classified as single-trade inspectors (i.e. building inspector, electrical inspector, mechanical inspector, plumbing inspector) perform inspections in just that one discipline.

ILLUSTRATIVE DUTIES:

Inspects commercial and residential building construction to ensure that building construction and the installation of mechanical heating, ventilation and air conditioning (HVAC) systems, electrical systems, and plumbing are performed in compliance with the Virginia Uniform Statewide Building Code (VUSBC) and applicable national codes and local ordinances;
Ensures that construction conforms to the approved plans and permits;
In those instances where inspection reveals work that is not approved, identifies the code sections being violated and cites them in a written Notice of Rejection issued to the permit holder;
Upon code compliance, approves the inspection and allows construction to continue or issues final approval under the permit;
Records inspection results for each assigned construction project on field cards;
Performs basic data entry and data inquiry functions on hand-held terminal;
Testifies in court on behalf of the agency in prosecution of code violation cases or in civil cases when summoned;
Responds to complaints regarding new construction, unpermitted construction and existing structures by researching and analyzing the code complaint to determine its merits, reporting the findings, and requiring corrective action when necessary;
Coordinates all enforcement efforts with the Code Enforcement Branch;
Examines and interprets plans for the proper installation of mechanical, electrical, plumbing and building equipment, approving or rejecting plans as appropriate.
Meets with homeowners, developers, engineers, contractors and interested citizens to provide information and answer questions about County development regulations applicable to commercial or residential construction;

Inspects contractor's field operations for compliance with the Virginia Occupational Safety and Health Act (VOSHA), notifies them of any safety hazards, and reports offending parties, noting violations and corrective action needed or taken;

Interprets a variety of codes and keeps abreast of code modifications;

Attends meetings and conferences;

Prepares reports and composes correspondence;

Trains new employees.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Working knowledge of the Virginia Uniform Statewide Building Code;

Working knowledge of the Virginia Occupational Safety and Health Act;

Considerable knowledge of the theories and practices of the National and State mechanical, electrical, plumbing, gas, building, and fire codes and regulations;

Considerable knowledge of the equipment, materials and methods used in the repair and/or construction of commercial buildings or residential homes;

Ability to read and interpret mechanical, electrical, plumbing, gas and building plans, specifications, blueprints and drawings;

Ability to analyze and resolve field problems;

Ability to prepare clear and concise reports;

Ability to understand principles of automated inspection data;

Ability to use sound judgment in making independent decisions;

Ability to work with and train new personnel;

Ability to maintain effective and courteous relationships with builders, contractors, the public and fellow employees.

EMPLOYMENT STANDARDS:

Any combination of education, experience and training equivalent to the following:

Graduation from high school or a G.E.D. issued by a state department of education; PLUS

Five years of construction inspection experience.

CERTIFICATES AND LICENSES REQUIRED:

Possession of a valid Motor Vehicle Driver's License.

Certification by the Virginia Department of Housing and Community Development in all of the following:

Building Inspector One and Two Family Dwelling

Electrical Inspector One and Two Family Dwelling

Mechanical Inspector One and Two Family Dwelling

Plumbing Inspector One and Two Family Dwelling

Building Inspector General

Electrical Inspector General

Mechanical Inspector General

Plumbing Inspector General

Fire Protection Inspector General

REVISED: January 10, 2003

ESTABLISHED: January 26, 1998